

January 27, 1959

File No.: 224

25X1A

[REDACTED]

c/o Postmaster, New York, New York

Reference: 70 mm film processing

Dear Al and Russ:

In addition to your present responsibilities, it will be necessary for you to familiarize yourselves with the use and maintenance of the 70 mm film processing equipment. It is essential that you acquire this "education" as soon as possible.

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You should also comply with any request for assistance made by [REDACTED] in regards to this equipment.

It is also suggested that in the few cases where a discrepancy in our equipment causes any malfunction in the operation of the system a more thorough report be submitted and sent to the Field Service Administrator. A copy of both pre-flight and post-flight test records should also be forwarded. We feel that the present system of reporting these failures via TWIX is insufficient, and that these reports are necessary in order to complement the preliminary TWIX notification.

Sincerely yours,

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FOR
cc:

[REDACTED]